

**MAY 10, 2022**  
**WALWORTH COUNTY BOARD OF SUPERVISORS**  
**MEETING**

The Walworth County Board of Supervisors meeting was called to order by Chair Rick Stacey at 3:30 p.m. in the County Board Room at the Walworth County Government Center, 100 W. Walworth Street, Elkhorn, Wisconsin.

Roll call was conducted and the following Supervisors were present: Chair Rick Stacey; Vice-Chair Ryan G. Simons; Brian Holt, Kathy Ingersoll, Dennis G. Karbowski, Joanne Laufenberg, Kenneth H. Monroe, Susan M. Pruessing, Sheila T. Reiff, Joseph H. Schaefer, and Al Stanek. A quorum was established.

Joseph H. Schaefer, Walworth County Board Chairperson, District #2, delivered the invocation.

**Amendments, Withdrawals, and Approval of Agenda**

Supervisor Holt offered a motion, second by Vice-Chair Simons, to make one amendment to the agenda: 1) to move Reports of Standing Committees - Land Conservation Committee, Item #1, Res. No. 01-04/22 to follow Comment Period by Members of the Public Concerning Items on the Agenda. On motion by Supervisor Holt, second by Vice-Chair Simons, the agenda as amended was approved by voice vote with no withdrawals.

**Approval of the Minutes**

On motion by Supervisor Monroe, second by Supervisor Ingersoll, the April 19, 2002 County Board Meeting, April 20, 2022 Nominating Committee Meeting, and April 21, 2022 County Board Meeting minutes were approved by voice vote.

**Comment Period by Members of the Public Concerning Items on the Agenda**

There was none.

**Land Conservation Committee**

1. Res. No. 01-04/22 – Congratulating Madison Wojciuch for Her Award Winning Poster: “Healthy Soil: Healthy Life”  
– *Vote Required: Majority* (Recommended by the Land Conservation Committee 4-0)

Corporation Counsel/Director-Land Use and Resource Management Michael Cotter thanked the County Board and Land Conservation Committee for continuing to support the poster contest; noting it has been over 20 years since a Walworth County student placed first at the State level. Code Enforcement Officer Heather Marquardt introduced and presented Madison Wojciuch, student at Traver Elementary School, with her poster contest awards; stating she received first place at the County level, Southeast Area Contest, and Junior Division for the State; and she will represent the State of Wisconsin at Nationals in February 2023.

On motion by Supervisor Holt, second by Vice-Chair Simons, Item #1, **Res. No. 01-04/22** was approved by voice vote.

**Appointments/Elections**

1. CDBG Southern Housing Consortium
  - Gene Bobier – Term to begin upon County Board confirmation (Recommended by the Executive Committee 5-0)
2. Emergency Communications Advisory Committee (ECAC)
  - Mitchell Lee Sheley – Upon County Board confirmation, Mitchell Lee Sheley will be appointed to serve the duration of a term to end on December 31, 2024 (Recommended by the Executive Committee 5-0)
3. Genoa City Library Board
  - David A. Kamholtz – Three-year term to begin upon County Board confirmation and end on April 30, 2025 (Recommended by the Executive Committee 5-0)

On motion by Supervisor Schaefer, second by Supervisor Reiff, the appointments to the CDBG Southern Housing Consortium, Emergency Communications Advisory Committee (ECAC), and Genoa City Library Board were approved by voice vote.

## **Communications and Matters to Be Referred**

Chair Stacey announced that unless there was a request for an individual communication to be discussed, the Clerk would dispense with the reading of each title and the Chair would direct that all communications be referred or placed on file as indicated on the agenda.

County Administrator Mark W. Luberda requested Item #3, Town of Vinland, Winnebago County, Resolution 006-2022 be placed on file; advising that it is a Township resolution without direct impact to Walworth County.

Supervisor Holt offered a motion, second by Supervisor Schaefer, to pull Item #3, Resolution 006-2022, and place it on file. Motion carried by voice vote.

1. Claims Received After Agenda Mailing
2. Claims: a) None
3. Town of Vinland, Winnebago County, Resolution 006-2022 – Resolution to Support NACo’s Position on Defining the Waters of the United States (WOTUS) and Regulations with Agricultural Considerations (To be referred to the Land Conservation and Public Works Committees)
4. Report of the County Clerk Regarding Communications Received by the Board and Recommended to be Placed on File
  - None
5. Report of the County Clerk Regarding Communications Received by the Board After the Agenda Mailing
  - Correspondence from Wisconsin Counties Association (WCA) regarding 2022 WCA Annual Business Meeting Resolutions – Deadline for Submission: 4:30 p.m. on June 20, 2022 (To be referred to the Executive Committee)
  - Correspondence from Gary A. Phinney of Southeastern Wisconsin Riding Enthusiasts, Inc. on behalf of residents of the Town of Troy who have the desire to pass an ordinance allowing ATV/UTV usage on the Town roads (To be referred to the Public Works Committee)
6. Report of the County Clerk Regarding Zoning Petitions (To be referred to the County Zoning Agency)
  - Justin & Christin Milbradt – Owners, Spring Prairie Township. Rezone approximately 25.98 acres of land as part of a solar array installation project. The rezone includes approximately 17.94 C-1 Lowland Resource Conservation District, 5.12 acres of C-4 Shoreland Wetland District, 2.8 acres of A-1 Prime Agricultural District and .12 acres of C-2 Upland Resource Conservation District. The land is to be rezoned to 23.05 acres of A-1 Prime Agricultural Land Holding District, .76 acres of C-1 Lowland Resource Conservation District, and 2.17 acres of C-4 Shoreland Wetland District
  - 4D Development, LLP C/O Allen R. Day, Sr. – Owner, Delavan Township. Rezone approximately 1.11 acres of R-2 Single Family Residential District (sewered) property to the A-1 Prime Agricultural Land Holding District
  - Harold Deback Trust – Owner, Jeff Muenkel – Applicant, Geneva Township. Rezone approximately 7.5 acres of land. The rezone request includes rezoning approximately 6.3 acres A-1 Prime Agricultural District and 1.2 acres of C-4 Shoreland Wetland District proposed to be rezoned to approximately 6.5 acres of C-2 Upland Resource Conservation District, .8 acre of C-4 Shoreland Wetland District and .2 acres of C-1 Lowland Resource Conservation District (non-shoreland wetland)

## **Unfinished Business**

1. COVID-19 Response, Update, and State & Federal Actions

County Administrator Mark W. Luberda continues to prepare the Friday Report and Update per the Supervisors request. Luberda reported the County filed for the second round of Federal American Rescue Plan Act (ARPA) funding last week.

## **New Business**

## **Reports of Standing Committees**

### **County Zoning Agency Report of Proposed Zoning Amendments**

1. Ord. No. 1273-05/22 – Amending Section(s) 74-38, 74-55, 74-61, 74-62, 74-64, 74-65, 74-74, 74-114, 74-118, and 74-131 of the Walworth County Code of Ordinances – Zoning and Section(s) 74-165, 74-178, 74-180, 74-181, 74-

182, 74-188, 74-189, 74-191, 74-192, 74-203, 74-243, 74-247, and 74-263 of the Walworth County Code of Ordinances – Shoreland Zoning to clarify food truck usage, define junk yard, amend marina definition, allow 12 foot high sheds in planned campgrounds, amend parking requirements for residences and public assembly uses, and correct section references and typos – *Vote Required: Majority* (Recommended by the County Zoning Agency 6-0)  
Walworth County – Amendment to Section(s) 74-38, 74-55, 74-61, 74-62, 74-64, 74-65, 74-74, 74-114, 74-118, and 74-131 of the Walworth County Code of Ordinances – Zoning and Section(s) 74-165, 74-178, 74-180, 74-181, 74-182, 74-188, 74-189, 74-191, 74-192, 74-203, 74-243, 74-247, and 74-263 of the Walworth County Code of Ordinances – Shoreland Zoning to clarify food truck usage, define junk yard, amend marina definition, allow 12 foot high sheds in planned campgrounds, amend parking requirements for residences and public assembly uses, and correct section references and typos– Approved 6-0 (April 26, 2022 County Zoning Agency Public Hearing)

On motion by Vice-Chair Simons, second by Supervisor Karbowski, Item #1 of the County Zoning Agency Report of Proposed Zoning Amendments was approved as recommended by the County Zoning Agency by voice vote.

#### **Executive Committee**

1. Res. No. 11-05/22 – Proclaiming April 2022 Fair Housing Month in Walworth County – *Vote Required: Majority* (Recommended by Executive Committee 5-0)

On motion by Supervisor Holt, second by Supervisor Schaefer, Item #1, **Res. No. 11-05/22** was approved by voice vote.

#### **Finance Committee**

1. Ord. No. 1272-05/22 – Amending Section 30-181 of the Walworth County Code of Ordinances Relating to Creation of a Lakeland Health Care Center Pandemic/Transition Net Position Allowance – *Vote Required: Majority* (Recommended by the Lakeland Health Care Center Board of Trustees 5-0 and Finance Committee 5-0)
2. Res. No. 18-05/22 – Authorizing the Public Works Two Single-Axle Mack Trucks with Attachments, and One 2007 Mack Tandem Truck with Attachments to be Declared Surplus and Authorizing Staff to Dispose of the Assets – *Vote Required: Majority* (Recommended by the Public Works Committee 5-0 and Finance Committee 5-0)
3. Res. No. 19-05/22 – Accepting Income Maintenance American Rescue Plan Act Funding and Establishing a Budget – *Vote Required: Two-thirds* (Recommended by the Finance Committee 5-0)
4. Res. No. 20-05/22 – Closing Fiscal Year 2021 – *Vote Required: Two-thirds* (Recommended by the Finance Committee 5-0)
5. Res. No. 21-05/22 – Committing Fund Balances as of December 31, 2021 – *Vote Required: Two-thirds* (Recommended by the Finance Committee 5-0)
6. Res. No. 22-05/22 – Authorizing Internal Allowances for Lakeland Health Care Center Available Net Position – *Vote Required: Two-thirds* (Recommended by the Lakeland Health Care Center Board of Trustees 5-0 and the Finance Committee 5-0)

On motion by Supervisor Monroe, second by Supervisor Ingersoll, Item #1, **Ord. No. 1272-05/22** was approved by voice vote.

On motion by Supervisor Reiff, second by Supervisor Schaefer, Item #2 **Res. No. 18-05/22** was approved by voice vote.

Supervisor Ingersoll offered a motion, second by Vice-Chair Simons, to approve Item #3, Res. No. 19-05/22. Supervisor Laufenberg requested information regarding the terms and conditions agreed upon in order to receive ARPA funding. Luberdia stated the Federal terms and conditions generally refer to a list of rules relative to how the funds may be spent, and define the scope of the program. He requested Director-Health and Human Services (HHS)/Superintendent of County Institutions Carlo Nevicosi speak to the scope of the Income Maintenance Program. Nevicosi explained that the Income Maintenance Program manages consumer eligibility for various state assistance programs; advising this specific grant focus is on re-evaluating individual's eligibility of benefits, as requirements for re-authorization were paused during the pandemic. Nevicosi stated allowable uses for funds include: overtime costs, equipment purchases to upgrade technology, and lobby renovations. He shared that lobby renovations will not be pursued, and funds will be spent on Information Technology (IT) upgrades and overtime. Supervisor Laufenberg clarified that it was not her intent to target this specific

item, but to request documentation explaining the overall terms Walworth County agreed to in relation to accepting ARPA funding.

A roll call vote was conducted on Res. No. 19-05/22. Total votes: 11; Ayes: 11 – Holt, Ingersoll, Karbowski, Laufenberg, Monroe, Pruessing, Reiff, Schaefer, Simons, Stacey, and Stanek; Noes: 0; Absent: 0. **Res. No. 19-05/22** was approved by voice vote.

Supervisor Ingersoll offered a motion, second by Supervisor Schaefer, to approve Item #4, Res. No. 20-05/22 by unanimous consent. Cotter explained unanimous consent procedure to the Board. **Res. No. 20-05/22** was approved by unanimous consent.

Supervisor Schaefer offered a motion, second by Vice-Chair Simons, to approve Item #5, Res. No. 21-05/22 by unanimous consent. **Res. No. 21-05/22** was approved by unanimous consent.

Supervisor Ingersoll offered a motion, second by Supervisor Holt, to approve Item #6, Res. No. 22-05/22 by unanimous consent. **Res. No. 22-05/22** was approved by unanimous consent.

### **Human Resources Committee**

1. Res. No. 14-05/22 – Authorizing the Reclassification of a Vacant 1.00 FTE Children and Families Case Manager Position to a 1.00 FTE Birth to Three Service Coordinator Position at Health & Human Services – *Vote Required: Majority* (Recommended by the Health & Human Services Board 9-0 and the Human Resources Committee 5-0)
2. Res. No. 15-05/22 – Authorizing the Reclassification of a Vacant 1.00 FTE Purchasing Supervisor Position to a 1.00 FTE Senior Buyer Position in the Finance Department – *Vote Required: Majority* (Recommended by the Human Resources Committee 5-0)
3. Res. No. 16-05/22 – Authorizing the Reclassification of a 1.00 FTE Administrative Clerk II Position to a 1.00 FTE Administrative Clerk III Position in the Treasurer’s Office – *Vote Required: Majority* (Recommended by the Human Resources Committee 5-0)
4. Res. No. 17-05/22 – Authorizing the Reduction of a Vacant 1.00 FTE Administrative Clerk III Position to a 0.60 FTE Administrative Clerk III Position in the Informational Technology Department – *Vote Required: Majority* (Recommended by the Human Resources Committee 5-0)

On motion by Supervisor Monroe, second by Vice-Chair Simons, Item #1, **Res. No. 14-05/22**; Item #2, **Res. No. 15-05/22**; Item #3, **Res. No. 16-05/22**; and Item #4, **Res. No. 17-05/22** were approved by voice vote.

### **Land Conservation Committee**

2. Res. No. 01-04/22 – Congratulating Madison Wojciuch for Her Award Winning Poster: “Healthy Soil: Healthy Life” – *Vote Required: Majority* (Recommended by the Land Conservation Committee 4-0)

This item was acted upon earlier in the meeting.

### **Public Works Committee**

1. Res. No. 12-05/22 – Adopting the Parking Lot Map for the New Health and Human Services Facility Created by Section 66-156(2) of the Walworth County Code of Ordinances – *Vote Required: Majority* (Recommended by the Public Works Committee 5-0)
2. Res. No. 13-05/22 – Adopting the Parking Lot Map for the Lakeland Health Care Center Created by Section 66-156(2) of the Walworth County Code of Ordinances – *Vote Required: Majority* (Recommended by the Public Works Committee 5-0)

On motion by Supervisor Karbowski, second by Supervisor Schaefer, Item #1, **Res. No. 12-05/22**; and Item #2, **Res. No. 13-05/22** were approved by voice vote.

**Reports of Special Committees**

There was none.

**Comment Period by Members of the Public Concerning Items Not on the Agenda**

There was none.

**Chairperson's Report**

There was none.

**Adjournment**

On motion by Supervisor Monroe, second by Supervisor Reiff, the meeting was adjourned at 3:58 p.m.

Prepared By: Jennifer Stinnett, Administrative Assistant

Submitted By: Susi Pike, County Clerk

STATE OF WISCONSIN            )  
  ) SS  
COUNTY OF WALWORTH     )

I, Susi Pike, County Clerk in and for the County aforesaid, do hereby certify that the foregoing is a true and correct copy of the proceedings of the County Board of Supervisors for the May 10, 2022 meeting.